



Shire of Cunderdin

Unconfirmed Minutes of an Ordinary Council Meeting

Dear Council Member,

The Ordinary Meeting of the Cunderdin Shire Council was held on **Thursday 17th December 2015** in the Council Chambers, Lundy Avenue Cunderdin commencing at **4:00pm**.

A handwritten signature in black ink, appearing to read 'Peter Naylor', is written over the 'Unconfirmed' watermark.

Peter Naylor
Chief Executive Officer

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AGENDA

1. Declaration of opening

The President declared the meeting open at 4.00 pm

The Shire of Cunderdin disclaimer was read aloud.

The Local Government Act 1995 Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

2. Public Question Time

Response to previous public questions taken on notice

Declaration of public question time opened at

Declaration of public question time closed at

3. Record of Attendance, Apologies and Approved Leave of Absence

Record of attendances

Councillors

Cr RC (Clive) Gibsone	Shire President
Cr DA (Dennis) Whisson	Deputy President
Cr B (Bernie) Daly	
Cr AE (Alison) Harris	
Cr TE (Todd) Harris	
Cr NW (Norm) Jenzen	
Cr DB (Doug) Kelly	
Cr DG (Dianne) Kelly	

Apologies

On Leave of Absence

Staff

Peter Naylor	Chief Executive Officer
Paul Godfrey	Deputy Chief Executive Officer
Ian Bartlett	Manager Works & Services (to 5:15pm)
Meredith Lee-Curtis	Governance and Compliance Officer (to 5:15pm)

Guests of Council

Members of the Public

Applications for leave of absence

Declaration of Members and Officers Financial Interests

Item 7.4	Cr Whisson and the Chief Executive Officer
Item 12.1	Cr Dianne Kelly

4. Petitions, Deputations, Presentations

Deputations

Presentations

5. Announcements by President without discussion

6. Confirmation of the Minutes of Previous Meetings

6.1 Ordinary Meeting of Council held on Thursday 19th November 2015

Location:	Cunderdin
Applicant:	Administration
Date:	30 th November 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	N/A
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

Council to confirm the minutes of the Ordinary Council Meeting held on Thursday 19th November 2015.

Background

The minutes of the meeting have been circulated to all Councillors and have been made available to the public.

Comment

No business arising.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Part 5 Division 2 Subdivision 3 - Section 5.22 (2)

The minutes of a meeting of a council or a committee are to be submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Policy Implications

Nil

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

Nil

Resolution 6.1

That:

- 1. The Minutes of the Ordinary Council Meeting held on Thursday 19th November 2015, be confirmed as a true and correct record.**

Moved: Cr Dennis Whisson

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 8/0

Note to this item:

The President will sign the minute declaration.

Unconfirmed

7. Finance & Administration

7.1. Financial Reports for November 2015

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Date:	11 th December 2015
Author:	Paul Godfrey
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	Pages

Proposal/Summary

The financial position as at 30th November 2015 is presented for consideration.

Appendices - Financial Statements

- Statement of Financial Activity
- Reserves Account Summary
- Financial Activity Statement
- Municipal Bank Account Statement & Reconciliation 036-102 00-0030
- Municipal Business Cash Reserve Statement & Reconciliation 036-107 22-3647
- Reserves Business Cash Reserve Statement & Reconciliation 036-107 22-3639
- Reserves Term Deposit Statement & Reconciliation 036-107 24-1837
- Working Trust Account Statements & Reconciliations 036-172 12-2981
- REBA Trust Account Statements & Reconciliations 036-172 12-3001

Statutory Environment

The Local Government Act 1995 Part 6 Division 3 requires that a monthly financial report be presented to Council.

Commentary

Nil

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

Resolution 7.1

That Council receives the monthly financial reports to 30th November 2015.

Moved: Cr Norm Jenzen

Seconded: Cr Bernie Daly

Vote – Simple majority

Carried: 8/0

Unconfirmed

7.2 Accounts Paid – November 2015

Location:	Cunderdin
Applicant:	Deputy Chief Executive Officer
Author:	Paul Godfrey
Report Date:	11 th December 2015
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	5 Pages

Proposal/Summary

Council is requested to confirm the payment of Accounts totalling \$404,603.13 for November 2015 as listed in the Warrant of Payments for the period 1st November to 30th November 2015.

Attachments

Warrant of Payments for 1st November – 30th November 2015.

Statutory Environment

Financial Management Regulations 12 & 13

Commentary on Statutory Environment

In accordance with Financial Management Regulations 12 & 13, a List of all accounts paid or payable shall be presented to Council (Refer Warrant of Payments attached).

Policy Implications

Nil

Financial Implications

All financial implications are contained within the reports

Strategic Implications

Nil

Resolution 7.2

(a) That Council's payment of accounts amounting to \$ 404,603.13 for the month of November 2015, from the Municipal Fund be confirmed and noted.

(b) The Payments List as presented where incorporated in the Minutes of the Meeting.

Moved: Cr Todd Harris

Seconded: Cr Doug Kelly

Vote – simple majority

Carried: 8/0

Unconfirmed

Listing of Accounts Paid During November 2015

Cheque /EFT No	Date	Creditor	Description	Amount
EFT22 3	02/11/2015	Cunderdin Co-Op	Paint	612.20
EFT22 4	02/11/2015	Avon Waste	Sea container hire	975.60
EFT22 5	02/11/2015	Combined Tyres Cunderdin	Tube and roller tyre	330.00
EFT22 6	02/11/2015	Hitachi	Various parts and filters	3,649.50
EFT22 7	02/11/2015	Shire of Northam	Quarry tipping fees	2,989.80
EFT22 8	02/11/2015	Cunderdin Panelbeaters	Coaster bus windscreen	506.00
EFT22 9	02/11/2015	Hayley Kristin Byrnes	reimbursement for Kms travelled to attend training	255.84
EFT23 0	02/11/2015	Meckering Action Group	reimbursement for compost for rose garden	528.00
EFT23 1	02/11/2015	Advanced Autologic PTY LTD	Oil and brake cleaner	2,050.00
EFT23 2	02/11/2015	A.S Lundy & Co	Gravel	8,800.00
EFT23 3	02/11/2015	Quairading Earthmoving	Loader hire push up gravel	5,054.50
EFT23 4	02/11/2015	RB & AF Carter	1,704 cubic metres	3,748.80
EFT23 5	02/11/2015	Earthstyle Contracting Pty Ltd	loton rd earth works	65,846.00
EFT23 6	02/11/2015	Country Ford	BPR6ES Spark Plugs	10.45
EFT23 7	06/11/2015	Australian Tax College	Paul Godfrey FBT course 2016	315.00
EFT23 8	13/11/2015	Landgate	rural uv interim valuation shared	197.50
EFT23 9	13/11/2015	Avdata	airfield charges	635.68

EFT24 0	13/11/201 5	AIR LIQUIDE	gas hire	88.78
EFT24 1	13/11/201 5	Goodfield Quality Meats	water	27.00
EFT24 2	13/11/201 5	Glenwarra Development Services	planning officer	4,400.00
EFT24 3	13/11/201 5	George Johnson EHO Consultant	meat inspection	990.00
EFT24 4	13/11/201 5	Kayla James	reimbursement for kms travelled for meeting	81.12
EFT24 5	13/11/201 5	Combined Tyres Cunderdin	tyres and parts	1,995.30
EFT24 6	13/11/201 5	Hitachi	Various Parts	1,644.50
EFT24 7	13/11/201 5	Shire of Northam	rubbish	3,133.90
EFT24 8	13/11/201 5	Crowe Certification	health and building services	2,278.32
EFT24 9	13/11/201 5	Cr Dennis Whisson	OCM sitting fee	450.00
EFT25 0	13/11/201 5	Cr Todd Harris	ocm sitting fee	450.00
EFT25 1	13/11/201 5	Cr Norm Jenzen	ocm sitting fee	225.00
EFT25 2	13/11/201 5	CDA Air & Solar	Summer Open up AC	558.58
EFT25 3	13/11/201 5	LGIS	property insurance	65,486.94
EFT25 4	13/11/201 5	Shire of Quairading	training synergy	623.15
EFT25 5	13/11/201 5	Rubek Automatic Doors	auto door office	11,858.00
EFT25 6	13/11/201 5	Cunderdin Community Resource Centre	ad bandi	160.00
EFT25 7	13/11/201 5	Signs Plus	Name Badges	31.00
EFT25 8	13/11/201 5	Metal Artwork Creations	Name plaques for councilors	116.82
EFT25 9	13/11/201 5	Stewart & Heaton Clothing Co. Pty Ltd	ppe	661.93

EFT26 0	13/11/201 5	Cr Alison Harris	SSpecial council meeting sitting fees	225.00
EFT26 1	13/11/201 5	Cr. Bernard Daly	Special Council Meeting Sitting Fee	225.00
EFT26 2	13/11/201 5	Quality Press	Bushfire incident control equipment	266.75
EFT26 3	13/11/201 5	Gary Horsfield	glass cleaner	1,760.00
EFT26 4	13/11/201 5	Robyn House	gift basket T Jasper	70.00
EFT26 5	13/11/201 5	Kaimia Pty Ltd	removal of branches	1,056.00
EFT26 6	13/11/201 5	Shire of Mingenew	LGMA conference dinner	62.31
EFT26 7	13/11/201 5	Major Motors	parts	5,363.76
EFT26 8	13/11/201 5	Macs Agencies	bag of rags	270.00
EFT26 9	13/11/201 5	EASTWAYS	toilet rolls soap	1,295.46
EFT27 0	17/11/201 5	Colonial First State	Superannuation contributions	944.65
EFT27 1	17/11/201 5	HOSTPLUS	Superannuation contributions	216.31
EFT27 2	17/11/201 5	WA Super	Superannuation contributions	28,637.68
EFT27 3	18/11/201 5	Wheatbelt Face Painting Company	Face Painitng for carols in the park	451.00
EFT27 4	18/11/201 5	WA Country Health Service	stan wilkins wc	183.00
EFT27 5	20/11/201 5	Safegate Australia Pty Ltd	Lamp and Freight	140.25
EFT27 6	20/11/201 5	Earthstyle Contracting Pty Ltd	GRADING NORTH MECKERING	46,337.50
EFT27 7	27/11/201 5	Cunderdin Co-Op	Timber and mini orb	4,872.46
EFT27 8	27/11/201 5	Avon Waste	rubbish service	11,225.40
EFT27 9	27/11/201 5	Ausrecord	nmbers for filing	613.25

EFT28 0	27/11/201 5	WA Contract Ranger Services	services for 12/10-10/11	1,285.62
EFT28 1	27/11/201 5	Itvision	monthly service	1,925.00
EFT28 2	27/11/201 5	Cr Dennis Whisson	ocm Sitting fee	225.00
EFT28 3	27/11/201 5	Cr Todd Harris	OCM Sitting Fee	225.00
EFT28 4	27/11/201 5	Cr Norm Jenzen	OCM sitting Fee	225.00
EFT28 5	27/11/201 5	Peak Transport	chlorine bottles	114.95
EFT28 6	27/11/201 5	Regional Concrete & Plumbing	repa float	1,158.30
EFT28 7	27/11/201 5	Argent Electrical	ELC	245.85
EFT28 8	27/11/201 5	LGIS	15/16 first instalment	3,909.24
EFT28 9	27/11/201 5	AWP Group	Rec Centre Play ground	12,635.70
EFT29 0	27/11/201 5	Cunderdin Pub	3 single rooms	300.00
EFT29 1	27/11/201 5	Shire of Quairading	Cesm Costs July - September	4,751.84
EFT29 2	27/11/201 5	JR & A Hersey	various osh products	587.40
EFT29 3	27/11/201 5	LGMA	conference registration	1,275.00
EFT29 4	27/11/201 5	Country Copiers	copier service	795.84
EFT29 5	27/11/201 5	Av-Sec Security	monitoring fee	180.20
EFT29 6	27/11/201 5	Hayley Kristin Byrnes	reimbursements for costs to attend training	337.58
EFT29 7	27/11/201 5	Shire of Merredin	whatbelt visitor	166.25
EFT29 8	27/11/201 5	Advanced Autologic PTY LTD	Blue Horizon and Rubia	1,640.00
EFT29 9	27/11/201 5	Marketforce	advertising	843.40

EFT30 0	27/11/201 5	Signs Plus	badge	18.00
EFT30 1	27/11/201 5	Cr Alison Harris	ocm sitting fee	225.00
EFT30 2	27/11/201 5	Cr. Bernard Daly	ocm sitting fee	225.00
EFT30 3	27/11/201 5	HILLS CONCRETE PRODUCTS	Pipes	3,780.00
EFT30 4	27/11/201 5	Instant Weighing	Loader calibration	1,045.00
EFT30 5	27/11/201 5	Five Elements International	polytahr courts	1,291.21
EFT30 6	27/11/201 5	Cunderdin Roadhouse	council meeting and melbourne cup	193.60
EFT30 7	27/11/201 5	Hisconfe	coolroom repairs	847.00
EFT30 8	27/11/201 5	Horizon Surveys	subdivision	3,212.00
EFT30 9	27/11/201 5	Jo Fulwood	september newsletter	240.00
EFT31 0	27/11/201 5	Country Ford	150,000km service	415.25
EFT31 1	27/11/201 5	Department of Fire and Emergency Services	15/16 ESL quarter 2	23,770.29
10856	02/11/201 5	Synergy	Bowling and tennis club power	371.55
10857	02/11/201 5	Jason Signmakers	roads to recovery signs	748.00
10858	02/11/201 5	Telstra	Day Care Bill	59.90
10859	02/11/201 5	Crommelins Machinery	Self Priming Pump	457.60
10860	02/11/201 5	Australian Communications and Media Authority	Aeronautical Licence	43.00
10861	02/11/201 5	AMJ Industries	electrical work carried out	2,211.52
10862	02/11/201 5	Northam & Districs Little Athletics Centre	15/16 kidsport	550.00
10863	13/11/201 5	Water Corporation	sports ground water	11,007.07

10864	13/11/2015	Synergy	depot power	425.80
10865	13/11/2015	Telstra	phone bill	2,165.64
10866	13/11/2015	Daves Tree Service	rec centre tree removal	7,260.00
10867	13/11/2015	Cr Ronald Clive Gibsone	ocm sitting fee	926.00
10868	13/11/2015	Cr Dianne Kelly	OCM sitting fee	450.00
10869	13/11/2015	Cr Douglas Brian Kelly	OCm Sitting Fee	450.00
10870	13/11/2015	AMJ Industries	replace with fluro	531.73
10871	13/11/2015	William Goodfield	refund bond	150.00
10872	17/11/2015	MLC Nominees PTY LTD	Superannuation contributions	992.25
10873	17/11/2015	BT Super for Llife	Superannuation contributions	961.95
10874	17/11/2015	Westscheme Superannuation	Superannuation contributions	1,762.44
10875	20/11/2015	Covs Parts Pty Ltd	grease gun and coupler	513.07
10876	20/11/2015	Courier Australia	freight	28.90
10877	20/11/2015	Petty Cash	Petty cash recoup	305.45
10878	27/11/2015	Market Force	advertising	1,128.86
10879	27/11/2015	Water Corporation	standpipe	260.93
10880	27/11/2015	Jason Signmakers	Yellow Markers	85.80
10881	27/11/2015	Covs Parts Pty Ltd	tweco torch and freight	820.08
10882	27/11/2015	Cunderdin Newsagency	stationery	706.08
10883	27/11/2015	Australia Post	Supply for period ending 31/10/2015	283.12

10884	27/11/2015	Cr Ronald Clive Gibsone	ocm Sitting Fee	463.00
10885	27/11/2015	Cr Dianne Kelly	OCM Sitting Fee	225.00
10886	27/11/2015	Cr Douglas Brian Kelly	OCM Sitting Fee	225.00
10887	27/11/2015	Cunderdin Medical Practice	andrew arney medical	264.00
10888	27/11/2015	McLeods Barrister and Solicitors	lease cunderdin medical	259.60
10889	27/11/2015	Samantha Franceschi	refund over paid daycare fees	101.69
10890	27/11/2015	HCT Rural Agencies 2015	uniform	2,332.10
10891	27/11/2015	IXOM	packaging	8.18
10892	27/11/2015	Cunderdin Police Social Club	printer ink	900.00
10893	27/11/2015	Courier Australia	freight	97.31
			TOTAL	<u>404,603.13</u>

7.3 Council Investments – As at 30th November 2015

Location:	Cunderdin
Applicant:	Chief Executive Officer
Author:	Paul Godfrey
Report Date:	11 th December 2015
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

To inform Council of its investments as at 30th November 2015.

Background

The authority to invest money held in any Council Fund is delegated to the Chief Executive Officer. Council Funds may be invested in one or more of the following:

- Fixed Deposits
- Commercial Bills
- Government bonds
- Other Short-term Authorised Investments

Council funds are to be invested with the following financial institutions.

- Major Banks & Bonds Issued by Government and/ or Government Authorities.

Commentary

COUNCIL INVESTMENTS				
Institution	Amount Invested	Investment type	Municipal Funds	Reserve Funds
Westpac Banking Corporation	\$0.00	Business Cash Reserve Bonus	\$0.00	\$0.00
Westpac Banking Corporation	\$562,048.63	Reserves Term Deposit 24-1837 2.80% Expires : 24/12/2015	\$0.00	\$562,048.63
Westpac Banking Corporation	\$1,595,283.96	Business Cash Reserve Bonus 22-3647 1.30%	\$ 1,595,283.96	\$0.00
TOTAL INVESTMENTS	\$ 2,157,332.59		\$ 1,595,283.96	\$562,048.63

Statutory Implications

Financial Management Regulation 19.

Policy Implications

Delegation #18 – Investments.

Financial Implications

There are no financial implications in considering this item.

Strategic Implications

There are no strategic implications in considering this item.

Resolution 7.3

That the report on Council investments as at 30th November 2015 be received and noted.

Moved: Cr Dennis Whisson

Seconded: Cr Dianne Kelly

Vote – Simple Majority

Carried: 8/0

7.4 Cunderdin Community Resource Centre – Minor Financial Transactions on Behalf of the Shire

Location:	Main Street, Cunderdin
Applicant:	Cunderdin Community Resource Centre
Date:	9 th December 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Yes
File Reference:	32570
Attachment/s:	1 Page

Cr Dennis Whisson and the Chief Executive Officer, Peter Naylor, declared an Impartiality Interest in this item as they are members of the Cunderdin Community Resource Centre Management Committee.

Resolution 7.4.1

That Cr Whisson be permitted to remain in the meeting.

Moved: Cr Todd Harris

Seconded: Cr Bernie Daly

Vote – Simple Majority

Carried: 8/0

Proposal/Summary

For Council to consider a proposal from the Cunderdin Community Resource Centre to undertake minor financial functions on behalf of the Shire, ie collection of rates and debtors payments.

This report recommends that Council accepts the offer for a trial period.

Background

The Shire offices are located away from the main commercial precinct area which often makes it inconvenient for people to attend the offices to carry out minor financial functions.

The Cunderdin Community Resource Centre (CCRC) is located in Main Street, between the Chemist and Butcher.

In recent times the CCRC has acquired other services (ie transport licensing) that were previously provided by the Shire and also the community library.

A major reason for this request is because ease of access to the CCRC given their proximity as opposed to the Shire offices which are somewhat removed from the towns commercial hub.

The proposal would present community members with the opportunity to attend the CCRC and for a number of functions, such as transport licensing, library services, and Shire receipting functions, and provide a more of a “one stop” shop approach.

The CCRC would deal with the rates and debtors only from a payment and receipting process, any issues that a person had with their rates or debtors invoices would need to attend the Shire offices to have their queries and / or discrepancies addressed.

Receipting of rates and debtors invoices will still also be able to be carried out at the Shire offices.

Comment

The CCRC is not requesting Council to consider paying a fee or commission for the service they are offering, they see it as an opportunity to increase the number of people through their doors which hopefully can then increase their business traffic and community knowledge of the services they have on offer.

From a logistical perspective the transfer of funds and receipting of the payments will be quite an easy exercise to set up through computer and on-line banking systems.

Consultation

Cunderdin Community Resource Centre Coordinator and Management Committee.

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil, funds will be collected at the CCRC and transferred to the Shire of Cunderdin Bank Account on a regular basis.

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 7.4.2

That Council:

- 1. Supports the proposal from the Cunderdin Community Resource Centre to undertake minor financial functions in the form of receipting of Rates and Debtor Payments on behalf of the Shire of Cunderdin, for a trial period of six (6) months commencing on 1st July 2016.**
- 2. Authorises the Chief Executive Officer to continue to work with the CCRC Coordinator and Shire staff to establish and implement suitable procedures and financial processes to enable the proposal to be executed as efficiently and effectively as possible.**

Moved: Cr Bernie Daly

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 7/1

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	11th December 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	Tabled

Proposal/Summary

For Council to consider the Independent Audit Report for 2014/2015 Financial Year.

Background

Macri Partners completed their on-site audit of Council's operations and functions for the 2014/2015 Financial Year on 10th November 2015.

Whilst on-site the Auditors met with the Shire President but not the Audit Committee due to time constraints and harvesting commitments, however they will be meeting with the Audit Committee on Thursday 17th December 2015 at 1:00pm via teleconference.

Comment

The Audit has been conducted in accordance with the Australian Audit Standards to ensure that during the reporting period the Shire of Cunderdin complied with all statutory requirements, including the *Local Government Act 1995* and associated Regulations.

Independent Audit Report for the 2014/15 Financial Year tabled at the Council meeting.

Consultation

Nil

Statutory

Local Government Act 1995

7.12A. Duties of local government with respect to audits

- (1) *A local government is to do everything in its power to —*
 - (a) *assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and*
 - (b) *ensure that audits are conducted successfully and expeditiously.*
- (2) *Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.*
- (3) *A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —*
 - (a) *determine if any matters raised by the report, or reports, require action to be taken by the local government; and*

- (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government is to —
- (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
- (b) forward a copy of that report to the Minister, by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

Local Government (Audit) Regulations 1996

Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Recommendation 7.5

That council receive the Audit Report for the 2014/2015 Financial Year.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple majority

Carried/Lost: __/__

Note: Copy of the Audit Report to be forwarded to the Department of Local Government.

Resolution 7.5

That:

- 1. Due to late receipt of the Audit Report this matter be deferred to a Special Meeting of Council to be held in either late January or early February 2016.**
- 2. Ministerial approval be sought (if required) to defer Council receiving the Audit Report after 31st December.**

Moved: Cr Doug Kelly

Seconded: Cr Alison Harris

Vote – Simple majority

Carried: 8/0

7.6 Shire of Cunderdin Annual Report 2014/2015 Financial Year

Location:	Cunderdin
Applicant:	Chief Executive Officer
Date:	11 th December 2015
Author:	Peter Naylor / Paul Godfrey
Item Approved By:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Tabled

Proposal/Summary

For Council to accept the Annual Report for the 2014/2015 Financial Year.

Background

The *Local Government Act 1995*, sections 5.53 & 5.54 provides for a local government to prepare an Annual Report in each financial year.

The Report is to be received by the local government by the 31 December.

The Report is to be prepared in accordance with the provisions of the *Act* and the Local Government (Financial Management) Regulations 1996.

Comment

The Annual Report for 2014/2015 was tabled at the Council meeting.

The *Local Government Act 1995*, section 5.26 provides that Council holds a General Meeting of Electors within 56 days of receiving the Annual Report.

In previous years Council has held an informal meeting in Meckering prior to the general meeting in Cunderdin.

It is proposed that this continue, however the dates / times for both meetings need to be determined.

Consultation

Nil

Statutory

Local Government Act 1995

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.*
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.*

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president; and*
 - (b) *a report from the CEO; and*
 - [(c), (d) deleted]*
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) *the financial report for the financial year; and*
 - (g) *such information as may be prescribed in relation to the payments made to employees; and*
 - (h) *the auditor's report for the financial year; and*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints; and*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require; and*
 - (i) *such other information as may be prescribed.*

5.54. Acceptance of annual reports

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*
** Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Recommendation 7.6

That Council:

1. Pursuant to section 5.54 of the Local Government Act 1995, accepts the Annual Report for the 2014/2015 Financial Year.
2. Schedules a general public meeting at the Meckering Sporting Club on commencing at
3. Pursuant to section 5.27 of the Local Government Act 1995, schedules the Annual General Meeting of Electors at the Cunderdin Community Resource Centre on commencing at

Moved: Cr _____

Seconded: Cr _____

Vote – Absolute majority

Carried/Lost: ___/___

Note: Copy of the Annual Report to be forwarded to the Department of Local Government.

Resolution 7.6

That:

- 1. Due to late receipt of the Audit Report and subsequent provision of the Annual Financial Report, this matter be deferred to a Special Meeting of Council to be held in either late January or early February 2016.**
- 2. Ministerial approval be sought (if required) to defer Council receiving the Annual Financial Report after 31st December.**

Moved: Cr Doug Kelly

Seconded: Cr Alison Harris

Vote – Simple majority

Carried: 8/0

8 Environmental Health and Building Services

Nil

9 Works & Services

9.1 Works & Services Report

Location:	Cunderdin
Applicant:	Manager Works & Services
Date:	9 th December 2015
Author:	Ian Bartlett
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

PROPOSAL/SUMMARY

Council is to receive the Works and Services Report for November 2015.

CONSTRUCTION

- Work has recommenced on Woonwooring Road.

GENERAL MAINTENANCE

- Repaired footpath on Cubbine Road, Cunderdin, due to heat stress.
- Repaired footpath on Kelly Street, Meckering
- Filled blow outs on Mt Anne, Scaddan and Coalling Roads.
- Assisted with chemical spill on Fullwoods farm, Coleman Road (Private works).
- Graded Three Mile Gate Road.
- Extended culvert on Woonwooring Road.
- Delivered sand and gravel to the Museum.
- Back filled test holes for proposed dam on Cunderdin Agricultural College property.
- Completed verge mulching on Collins, Coleman, Leeming & Reynolds Roads, and the Rabbit Proof Fence Road at intersection with the Cunderdin-Wyalkatchem Road.
- Installed rural numbers for two properties on Donovan Road.
- Commenced summer verge spraying including the roads that have been mulched.

PARKS AND GARDENS MECKERING

- Carried out general mowing, slashing, whipper snipping and clean-up of all parks gardens and public open space.
- Removed old metal swings from Apex Park for safety reasons.

PARKS AND GARDENS CUNDERDIN

- Carried out general mowing, slashing, whipper snipping and general clean-up of public open space.
- Carted sand and removed fence blocks for new playground at Recreation Centre, installation of playground now completed.

BUILDING AND OTHER MAINTENANCE

- General maintenance carried out to Shire buildings and public toilets.
- Completed stage 1 of maintenance and clean-up of Cunderdin Town Hall.
- Commenced stage 1 of maintenance and clean-up of Meckering Town Hall.

CEMETERIES

- One funeral in Cunderdin.

AIRFIELD MAINTENANCE

- Routine inspections and weekly reporting.
- Filled 25mm drop off to water bomber pad.
- Upgrade to airfield markers.
- Maintenance to runway 32.
- Summer spraying is ongoing subject to weather conditions.
- Gliding Club continue to damage runway lights and leaving objects on runway, invoices issued to recoup costs and remove obstacles.

PLANT MAINTENANCE

- Carried out general servicing and minor repairs to all plant and equipment.
- No major breakdowns to report.

WASTE SERVICES

- General upkeep of the Cunderdin and Meckering Waste Transfer Stations, everything running okay.

WORKS AND SERVICES STAFF

- Nil

TRAFFIC COUNTERS

- Counters have been placed on Greens, Stubbs, Fiegert and Kitto Roads.

OTHER MATTERS

Nil

Statutory Implications

Local Government Act 1995

Financial Implications

Nil

Strategic Implications

Nil

Resolution 9.1

That Council receives the Works and Services Report for November 2015.

Moved: Cr Todd Harris

Seconded: Cr Bernie Daly

Vote – Simple majority

Carried: 8/0

9.2 Cunderdin and Meckering Waste Transfer Station Hours

Location:	Cunderdin & Meckering
Applicant:	Council
Date:	9 th December 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Nil

Proposal/Summary

For Council to further consider the opening hours for the Waste Transfer Stations in Cunderdin and Meckering.

Background

At the Ordinary Meeting of Council held on 16th February 2012, Council resolved that the opening times for the Waste Transfer Stations be as follows:

Cunderdin

Wednesday 11:00am – 5:00pm
Saturday 09:00am – 5:00pm
Sunday 11:00am – 5:00pm

Meckering

Thursday 11:00am – 5:00pm
Saturday 11:00am – 5:00pm
Sunday 11:00am – 5:00pm

Comment

During the recent Council Briefing Session held on Thursday 19th November 2015, it was suggested that perhaps Council could review the opening times as they may no longer be the most appropriate times to meet community needs.

Therefore the matter is presented for Council consideration.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

There will be some additional wage implications if the opening times at both or either of the Transfer Stations is to be increased.

Strategic Implications

Cunderdin Community Strategic Plan

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Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 9.2

That the revised opening times/days for the Cunderdin and Meckering waste Transfer Stations be as follows:

1. Cunderdin Waste Transfer Station:

Wednesday 09:00am – 5:00pm
Saturday 09:00am – 5:00pm
Sunday 11:00am – 5:00pm
Effective immediately

2. Meckering Waste Transfer Station:

Wednesday 11:00am – 5:00pm
Saturday 11:00am – 5:00pm
Sunday 11:00am – 5:00pm
Effective from 1st February 2016, following local public notice.

Moved: Cr Dennis Whisson

Seconded: Cr Alison Harris

Vote – Simple majority

Carried: 8/0

10 Planning & Development

10.1 Proposed Local Planning Policy – Outbuildings

Location:	Shire of Cunderdin
Applicant:	Shire of Cunderdin
Date:	3 rd December 2015
Author:	Jacky Jurmann – Planner
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	Nil

Proposal/Summary

Council resolved at its Ordinary Meeting held on 15th October 2015 to adopt for the purposes of advertising the draft Local Planning Policy for Outbuildings.

The draft Policy was advertised in accordance with the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* and no submissions were received.

It is recommended that Council adopt the Local Planning Policy (attached to this Report) to improve regulation and simplify approval processes relating to the construction of outbuildings.

Background

Residents of the Shire of Cunderdin have different needs to those in Metropolitan Perth, therefore this Policy recognises the need to vary the usual Residential Design Code recommendations by increasing outbuilding space (areas and heights) for garaging of vehicles, storage of boats, caravans and other items, domestic workshops, games rooms, studios, stables, etc. As a general rule people expect to be able to have larger outbuildings on larger lots.

Many local residents are downsizing and/or moving from farms and require larger and higher storage needs, as long as there are no adverse impacts on neighbours, the streetscape or amenity of the area, it is acceptable for Council to vary the provisions of the R-Codes that is a one-size fits all State-wide policy.

The currently Planning Policy No. 2 adopted 21st November 2003 is as follows:

- 2.1 All sheds, outbuildings or ancillary buildings within a residential zone over 60m² in area or with an overall 3000mm wall height are to be referred to Council for their specific approval in the first instance.
- 2.2 All proposed house dwellings within a residential area over 3000mm in effective height must gain the approval of Council.
- 2.3 Applications for ancillary buildings outside the aforesaid limitations must be accompanied with justification for the area of the ancillary outbuildings, or justifications for any features which cause the wall height to exceed 3000mm.

The current policy is inconsistent with Council's recently adopted Delegations and State Planning Policy 3.1 – Residential Design Codes. It has been varied numerous times, as it does not meet the current needs of the residents, which consequently decreases significantly the Policy's weight when considering applications for planning approval.

Comment

Adoption of the new policy will reduce the application requirements for landowners, enabling most applications to avoid the additional time and costs associated with the planning application process.

Minor amendments have been made to the advertised Policy as a consequence of the new Local Planning Schemes Regulations coming into effect on 19th October 2015, which has superseded many parts of the planning scheme, including the provisions relating to local planning policies.

Consultation

Regulation 3(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* sets out the requirements for community consultation for adopting, amending and rescinding local planning policies.

The draft policy was advertised in accordance with the Regulations for a minimum period of 21 days at the Shire Office, on the Shire website and in the Avon Advocate.

No submissions were received regarding the proposal.

Statutory Implications

State Planning Policy 3.1 – Residential Design Codes

Clause 7.3 enables the Shire to adopt a local planning policy, if it is consistent with the provisions of the R-Codes, to provide local objectives for housing design and development to guide the consideration of the decision-maker to judge proposals.

Planning & Development (Local Planning Schemes) Regulations 2015

Clause 3 of the Regulations sets out the provisions for local governments to make, amend and rescind local planning policies.

A local planning policy must be based on sound town planning principles and may address either strategic or operational considerations in relation to the matters to which the policy applies.

Local planning policies are not binding and should be used by Council to make informed decisions when considering applications for planning consent.

Policy Implications

Currently the delegations to the Chief Executive Officer enable variation of policy where it is considered appropriate and where no objections have been received. It is intended to use as a guide a 10% variation of the proposed Policy's floor area and height provisions as appropriate in most circumstances. Any greater variations will be referred to Council for determination.

Financial Implications

There are minor costs associated with the advertising requirements of making and adopting local planning policies.

Strategic Implications

Cunderdin Community Strategic Plan

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Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

The adoption of policies to provide a basis for consistent decision making will assist Council in achieving the community's objectives for the Shire.

Resolution 10.1

Council RESOLVE to:

- 1. Proceed with the adoption of the Local Planning Policy – Outbuildings (attached to this Report at Attachment 1), with minor modifications resulting from legislative changes, in accordance with the provisions of Regulation 3(3)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
- 2. Advertise the adoption of the Local Planning Policy – Outbuildings in accordance with the provisions of Regulation 3(4) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

Moved: Cr Norm Jenzen

Seconded: Cr Bernie Daly

Vote – Simple majority

Carried: 8/0

10.2 Cunderdin Veterinary Services Proposal

Location:	46 Lundy Ave, Cunderdin
Applicant:	Dr Andrea Roberts Pat And Chat Mobile Vet
Date:	3 rd December 2015
Author:	Jacky Jurmann – Planner
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	
Attachment/s:	Nil

Proposal/Summary

It is proposed to permit temporary occupation of the old Toy Library building located at 46 Lundy Avenue, Cunderdin initially one day per month by a visiting veterinarian for a period of 12 months with the view of more permanent arrangements should the venture be successful.

The purpose of this Report is to seek Council approval to initially rent the premises and in the future, enter into a more permanent leasing arrangement.

Background

The Applicant has made enquiries with the Chief Executive Officer regarding establishing a veterinary practice in Cunderdin to identify a suitable location as a trial.

Dr Roberts runs a mobile practice known as 'Pat and Chat Mobile Vet' based in Merredin and is proposing to initially visit Cunderdin once a month, which may increase depending on the level of interest from the community.

The old Toy Library building has been identified suitable for this purpose, as it is currently vacant and is centrally located.

Comment

The Shire has an important role to play in the economic development of the Shire and sustaining population growth. The provision of temporary premises to enable a business to expand regionally into Cunderdin and to provide a valued community service will be considered a positive initiative by the Shire.

Consultation

The provisions of the *Local Government Act 1995* requiring community consultation may apply should a permanent or longer-term leasing arrangement be proposed.

Statutory Implications

Shire of Cunderdin Local Planning Scheme No. 3

The subject property is reserved under the provisions of LPS3 for the purposes of a school. Development approval is generally required from the Shire is required for the use of reserved land and any land use should be consistent with the intent of this reservation. It is assumed that the purpose of the reserve reflects the use of the property (being the toy library) at the time LPS3 was gazetted.

The use of the premises for a veterinary surgery is not consistent with the purpose of the reservation and if a development application was submitted, it would be unlikely that it could currently be supported. To consider a long-term use of the property as a veterinary surgery, an amendment to the purpose of the reserve would be required. (Note – Many planning schemes do not have such specific purposes for reserves and are more appropriately identified for community and/or public purposes.)

However, clause 61(2)(d) of the *Planning and Development (Local Planning Schemes) Regulations 2015* permits the use of land without obtaining development approval for a “temporary use which is in existence for less than 48 hours, or a longer period agreed by the local government, in any 12 month period”.

Accordingly, it is recommended that for a trial period not exceeding 12 months, the Applicant be permitted to occupy the building for a temporary period of one day per month without the need to obtain development approval. Similarly, temporary advertising signage could be permitted utilising the same provisions.

If a long-term proposition is received, then (as indicated above) an amendment to the reservation would be required prior to the determination of a development application.

Policy Implications

The approval of a temporary use is consistent with the provisions of LPS3.

Financial Implications

The income provided from renting a Shire property that has a maintenance liability will have positive financial implications for the Shire and the community.

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Strategic Community Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area’s infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

The provisions of additional community services to Cunderdin will have positive social and economic impacts, which is consistent with the aims of the SCP.

Resolution 10.2

That Council:

- 1. Approve the use and short-term rental of the Shire-owned building known as the old Toy Library located at 46 Lundy Avenue, Cunderdin for the purposes of veterinary centre by Dr Andrea Roberts for one day per month not exceeding a period of 12 months.**
- 2. Permit the temporary display of advertising signage associated with the use during business hours.**
- 3. Authorise the Chief Executive Officer to enter into a rental agreement with the Applicant for an initial period of 12 months.**
- 4. Authorise the Chief Executive Officer, subject to compliance with the provisions of the *Local Government Act 1995* and *Planning and Development Act 2005*, enter into a lease agreement with the Applicant for a period not exceeding five (5) years.**
- 5. Request the Chief Executive Officer to review the purpose of the reservation of the subject land under the provisions of the Shire of Cunderdin's Local Planning Scheme No. 3 to provide flexibility for future use.**

Moved: Cr Dennis Whisson

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

10.3 Proposed Land Swap – Shire of Cunderdin & WA Country Health Service

Location:	Part Lot 50 Lundy Ave, Cunderdin, and Lots 296, 297, 350 & 384 Cubbine Street, Cunderdin.
Applicant:	WA Country Health Service
Date:	13 th November 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	32419
Attachment/s:	41 Pages (2 documents)

Please note this item was deferred from the Ordinary Meeting of Council held on Thursday 19th November 2015.

Council carried out an on-site inspection of the current Hospital site prior to the commencement of this Council Meeting.

Proposal/Summary

For Council to further consider the proposed land swap with WA Country Health Service for the new Primary Health Care Demonstration Site project.

Background

At the Ordinary meeting of Council held on Thursday 23rd April 2015, Council considered the proposed land swap and as to whether to accept the current Hospital site land, being Lots 296, 297, 350 & 384 Cubbine Street, Cunderdin, with the buildings included or to request the land be cleared to a vacant condition.

At the meeting Council resolved as follows:

That council advise the WA Country Health Service of its 'in principle' support for a land swap of Lot 350 on DP 158971, Lot 384 on DP 171289, Lot 296 on DP 158971 and Lot 297 on DP 158971 for identified land on Lundy Ave to facilitate the Cunderdin Health Centre project, subject to the following:

- 1. WACHS being responsible for the costs associated with transfer of identified land, subdivision and servicing costs of the Lundy Avenue site;*
- 2. WACHS decommissioning and clearing the two disused buildings on the Mitchell St frontage of the existing health care site;*
- 3. Costs associated with any future rezoning of either site being borne by the Shire; and*
- 4. Preference for the existing health centre land to be transferred to the Shire freehold (or under management order) enabling a variety of accommodation, tourist and conference type uses with the ability for the Shire to enter into private lease agreements.*
- 5. Council receiving detailed information pertaining to the most recent building condition audit report as prepared by Building Maintenance & Works (BMW) for the Cunderdin Hospital Buildings as to identify key maintenance and any structural issues associated with the buildings.*

In correspondence to WA Country Health Service (WACHS) on 24th April 2015, in which the aforementioned resolution was conveyed, it was requested that a meeting be held on-site at the Cunderdin Hospital with WACHS and Building Maintenance and Works (BMW) to inspect the site and

discuss a Building and Condition Audit that was conducted in 2012 on behalf of BMW with a view to ascertaining and obtaining a clear understanding of any maintenance or structural issues that may be associated with the hospital buildings.

Comment

The meeting with WACHS and BMW eventuated on Thursday 30th July 2015, with Cr's Dennis Whisson & Norm Jenzen, and the CEO in attendance with Graeme Leverington (WACHS) and Warren Vanalopolus (BMW).

The meeting involved a comprehensive inspection of the hospital and associated buildings and discussion on the Building and Condition Report. Following the meeting, the below matters were referred to Mr Vanalopolus for response:

- High Risk Items identified in the consultant report to BMW.
- Sewer / plumbing.
- Roof.
- Cracking in walls at main entrance (and others).
- Asbestos Register.
- External paving.
- Removal of old laundry building and car port.
- Name of company / person whom carried out Report for BMW.

Mr Vanalopolus has now provided a summary report on the Building Condition Audit 2012 for Council attention.

Can Council please consider and provide guidance on how you would like to proceed.

Consultation

WACHS, Graeme Leverington
BMW, Warren Vanalopolus

Statutory Implications

Cunderdin Local Planning Scheme No. 3

1. Existing Hospital Site (to the Shire)

- The existing hospital site is reserved as a Hospital site.
- Consists of four (4) lots, which may require amalgamation depending on the proposed use.
- Reservation could be amended to Community Purposes if the land is transferred under a Management Order. Additional uses for local reserves will be possible following the gazettal of the new Model Scheme Text.
- If the land is transferred freehold, the land should be rezoned as a Special Use zone, which will then have permitted uses identified. Freehold would provide Shire greater flexibility in use and leasing.

2. Proposed Health Centre Site (from the Shire)

- The proposed site, whilst owned in freehold title by the Shire of Cunderdin, is reserved under the Town Planning Scheme for community purposes.
- Subdivision will be required to excise the land required from the overall reserve area.
- Water and sewerage services are available to and within the site, respectively.

Policy Implications

Nil

Financial Implications

Information provided by the WA Country Health Service indicates that the costing for the project does not include the purchase of the land or services to the new site, but does include decommissioning and clearing of the site.

Agreement also needs to be reached on which party will be paying for the costs associated with land transfer, which may or may not include subdivision costs.

The Shire could agree to the land swap (considering demolition of all buildings has already been included in their costings) subject to:

- Demolition of any buildings containing asbestos.
- WA Country Health being responsible for the transfer costs; subdivision costs; and servicing the new lot.
- The Shire will bear the costs associated with rezoning both sites, and future amalgamation of the existing hospital site if necessary.

Although there may be financial implications upfront for the Shire, the long-term social benefits of the project will be significant.

Strategic Implications

Cunderdin Community Strategic Plan

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Social

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- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 10.3

That Council:

- 1. Formally agrees to the proposed land swap between the Shire of Cunderdin and WA Country Health for the identified land, being portion of Lot 50 Lundy Avenue, Cunderdin, for the Primary Health Care Demonstration Site and the existing Cunderdin Hospital Site, being Lots 296, 297, 350 & 384, Cubbine Street, Cunderdin.**
- 2. Advises the WA Country Health Services that the transfer of land ownership for the existing Hospital site from WA Country Health to the Shire of Cunderdin is not to be fully executed until the new Primary Health Care Demonstration Site and new Aged Care project have been completed and in full operational mode.**
- 3. Informs the WA Country Health Services that Council is continuing to undertake a due diligence process on the existing Hospital building prior to making a final commitment to WA Country Health Services as to whether Council is prepared to accept the land transfer with the building/s on site. This should be completed by 30th June 2016.**
- 4. Authorises the Chief Executive Officer to liaise with the Architects (The Buchan Group) whom carried out the Hospital Building Condition Audit on behalf of Building Maintenance & Works in 2012.**
- 5. Approaches the WA Country Health Services seeking financial assistance for a new Building Condition Audit to be carried out on the Cunderdin Hospital.**

Moved: Cr Alison Harris

Seconded: Cr Bernie Daly

Vote – Simple majority

Carried: 8/0

10.4 Agreement for Dedication of Land – Co-Operative Grain Bulk Handling, Cunderdin Depot

Location:	Centenary Way, Cunderdin
Applicant:	CBH
Date:	10 th December 2015
Author:	Jacky Jurmann – Planner
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	WAPC 152556
Attachment/s:	1 – Agreement & 2 – Subdivision Approval

Proposal/Summary

As part of the redevelopment of the Cunderdin Grain Reveal Depot, Centenary Way will be realigned and widened to improve the flow of traffic, particularly heavy vehicles, in the area.

Subdivision approval has been granted by the Western Australian Planning Commission, subject to the following single condition:

“An agreement for the acquisition of the land within the subdivision required for the road widening shown on the approved plan (attached) between the landowner and the local government is to be executed. The land required for road widening is to be shown as ‘Road Widening’ on the agreement for the acquisition and the diagram or plan of survey (deposited plan).”

The purpose of this Report is to authorise the Shire President and Chief Executive Officer to sign the Agreement on behalf of the Shire of Cunderdin.

Background

The proposed subdivision and redevelopment of the area by CBH has been considered by Council on a number of occasions and endorsed concept plans and associated information provided by CBH at its Ordinary Meeting held on 15 March 2012.

Subsequent to the March meeting, development approval has been granted and an agreement has been signed with regards to CBH carrying out the physical infrastructure works required.

Comment

The signing of the Agreement, and subject to receipt of the Deposited Plan, will enable the Shire to issue a Clearance of Conditions to finalise the subdivision and ceding of the land.

Consultation

Nil

Statutory Implications

The WAPC has issued subdivision approval in accordance with the provisions of the *Planning and Development Act 2005*.

Policy Implications

Nil

Financial Implications

Nil. As per the previous agreement, CBH are responsible for all costs associated with their redevelopment, including survey costs to finalise the subdivision.

Strategic Implications

Cunderdin Community Strategic Plan

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Social

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- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

The growth of CBH through this redevelopment in Cunderdin is consistent with the aims of the SCP as it will strengthen local employment capacity and support local business.

5:14pm Cr Todd Harris departed the Council Chamber

Resolution 10.4

That Council authorise the Shire President and Chief Executive Officer to sign the agreement (attached) and required by Condition 1 of the subdivision approval (Ref. No. 152556) to facilitate the ceding of the land required to widen the subject portion of Centenary Way.

Moved: Cr Dennis Whisson

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 7/0

11 Urgent Items

Nil

12. Matters for which the meeting may be closed

Resolution 12.0.1

That Council move behind closed doors at 5:15pm.

Moved: Cr Dianne Kelly

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 7/0

5:15pm Ian Bartlett and Meredith Lee-Curtis departed the Council Chamber.

5:16pm Cr Todd Harris returned to the Council Chamber.

12.1 Shire of Cunderdin Australia Day Active Citizenship Award

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	9 th December 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Yes (to be advised at meeting)
File Reference:	Nil
Attachment/s:	7 Pages (2 Nominations)

Cr Dianne Kelly Declared an Interest in this item.

5:19pm Cr Dianne Kelly departed the Council Chamber.

Proposal/Summary

For Council to consider the nominations received for the Australia Day Active Citizenship Award.

Background

Australia Day Awards are presented annually at the Shire of Cunderdin Australia Day Breakfast held in O'Connor Park.

An advertisement was placed in the Bandicoot on 22nd October 2015, calling for nominations for the Australia Day Awards. Notices were also displayed on local notice boards and on the Shire of Cunderdin Website and Facebook page.

Nominations closed on Friday 27th November 2015.

Comment

At the close of the nomination period two (2) nominations were received and are presented for Council consideration.

The two nominations are enclosed as CONFIDENTIAL attachments with the Council meeting agenda.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 12.1

That Council:

- 1. Accepts the two nominations for the Active Citizenship Australia Day Awards.**
- 2. Recognises the excellent contributions by the two nominations and awards both with an Active Citizenship Australia Day Award.**

Moved: Cr Doug Kelly

Seconded: Cr Norm Jenzen

Vote – Simple majority

Carried: 7/0

5:21pm Cr Dianne Kelly returned to the Council Chamber.

12.2 Cunderdin Airfield – Future Lease and Land Tenure Arrangements

Location:	Cunderdin Airfield
Applicant:	Ascent Aviation
Date:	9 th December 2015
Author:	Peter Naylor
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	58 Pages (5 Documents)

Proposal/Summary

For Council to consider executing an “Options Agreement” being prepared by the Department of Lands for land tenure transfers between the Shire of Cunderdin, Department of Lands, Department of Education and a private property owner to cater for the future development of the Cunderdin Airfield.

This report recommends that Council support the proposal and authorises the Shire President and Chief Executive Officer to execute the “Options Agreement” on behalf of the Shire of Cunderdin.

Background

Council has been working with Ascent Aviation for a quite a period of time with a view to Ascent and the Shire entering into a long term lease arrangement for the Cunderdin Airfield.

Whilst the process has been ongoing the land tenure arrangements are now progressing through the Department of Lands to enable the proposed lease arrangement and eventual project to become a reality.

Comment

Relevant information pertaining to the land tenure arrangements and the “Options Agreement” prepared by the Department of Lands have been circulated to Councillors as CONFIDENTIAL items along with the Council meeting agenda.

Consultation

Department of Lands.
Department of Education.
Ascent Aviation.

Statutory Implications

Land Administration Act
Planning and Development Act
Local Government Act 1995.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 12.2

That Council:

- 1. Endorses the Shire of Cunderdin entering into an Option Agreement with the Department of Lands, on commercial terms which are materially consistent with the working draft Option Agreement presented to Council; and**
- 2. Authorises the Chief Executive Officer and the Shire President to negotiate with the Department of Lands to finalise the drafting of the Option Agreement; and**
- 3. Authorises the Chief Executive Officer and the Shire President to execute the Option Agreement on behalf of the Shire.**

Moved: Cr Dennis Whisson

Seconded: Cr Doug Kelly

Vote – Simple majority

Carried: 8/0

Resolution 12.0.2

That Council moves from behind closed doors at 5:39pm.

Moved: Cr Todd Harris

Seconded: Cr Dianne Kelly

Vote – Simple majority

Carried: 8/0

13. Closure of meeting

There being no further business the Shire President declared the meeting closed at 5:40pm.